

# MAYOR & COUNCIL AGENDA COVER SHEET

**MEETING DATE:**

July 17, 2006

**CALL TO PODIUM:**

Patricia Patula, Planner

**RESPONSIBLE STAFF:**

Patricia Patula, Planner  
Jacqueline Marsh, Planner

**AGENDA ITEM:**

(please check one)

	Presentation
	Proclamation/Certificate
	Appointment
	Public Hearing
x	Historic District Commission
	Consent Item
	Ordinance
	Resolution
	Policy Discussion
	Work Session Discussion Item
x	Other: Certificate of Approval

**PUBLIC HEARING HISTORY:**

(Please complete this section if agenda item is a public hearing)

Introduced	
Advertised	
Hearing Date	
Record Held Open	
Policy Discussion	

**TITLE:**

**HISTORIC DISTRICT COMMISSION**

**Certificate of Approval**

**HAWP-102** Applicant Michael Gallery, for William Gallery & Company, 20 South Summit Avenue, Request for New Signage

**SUPPORTING BACKGROUND:**

At their meeting of July 6, 2006, the HPAC held a public hearing on the request to modify the signage at the Historic Fulks/Harding House at 20 South Summit, which is zoned R-B (Residential Buffer). The change of use from a medical office to general office use was approved by the Planning Commission on June 7, 2006, as site plan AFP-06-016.

The applicant is making a special effort to keep changes to the historic property to a minimum and plans to reuse the existing sign and support. This 3.65-square foot sign will retain its opaque black background; only the insert panels will have a different text in white letters identifying the new business. See Exhibit 5B. The sign meets the R-B Zone sign requirements which pertain to size, and the City-wide Sign Ordinance pertaining to height and internally lit signs. Since this site is not within the official Olde Towne boundaries, those sign guidelines do not apply.

There was no public input on this application.

The HPAC unanimously recommends approval finding the request to be in compliance with Secretary of Interior Standard One, which states that "a property shall . . . be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment." The applicant's requested change of only sign text is a minimal change to the site and environment.

The following motion is recommended:

**Grant approval of HAWP-102 and issue the Certificate of Approval finding, based on the record before HPAC and for the reasons articulated by HPAC, that the application meets Secretary of Interior Standard One and the Design Guidelines for Individually Designated Sites.**

**DESIRED OUTCOME:**

**Vote on HAWP-102.**

HPAC Public Hearing – July 6, 2006  
HDC Policy Discussion – July 17, 2006

**INDEX OF MEMORANDA  
HAWP-102**

**Applicant: Michael Gallery, for William Gallery & Company  
20 South Summit Avenue  
New Signage**

<b>Number</b>	<b>Exhibit</b>
1.	Application
2.	Site Plan showing location of sign
3.	Photographs of house
4.	Aerial photograph
5.	Sign Package Details
6.	Mailing List
7.	Copy of Site Development Approval letter for Site Plan AFP-06-016
8.	Notice to include legal ad for public hearing in the June 28, 2006, <i>Gaithersburg Gazette</i>
9.	Public hearing notice, sent out June 26, 2006, to the required parties
10.	By Reference: Historic District Guidelines
11.	By Reference: Annotated Code of Maryland, Article 66B, Historic Resources
12.	By Reference: Secretary of Interior Standards for Rehabilitation
13.	By Reference: HD-28 Designation Documents
14.	By Reference: Qualifications of HPAC, HDC, and staff

## HISTORIC AREA WORK PERMIT APPLICATION

In accordance with Chapter 24, Article XII of the City Code.

Application Number	<u>HAWP-102</u>
Date Filed	<u>6-19-06</u>
Application Completed	<u>-06</u>
HPAC Hearing/Review	<u>7-6-06</u>
HDC Hearing/Review	_____
Decision	_____
Date of Decision	_____

### 1. SUBJECT PROPERTY

Address 20 South Summit Avenue Gaithersburg Maryland 20877  
 Lot 3 Block Parcel 11229 Subdivision Maddox Addition to Gaithersburg  
 Tax Account Number 0902949941

### 2. APPLICANT/OWNER/AUTHORIZED AGENT

Name Michael J. Gallery / W.J. Gallery & Co Telephone 301-674-8750  
 Address 11272 Georgia Avenue Wheaton Md 20902

### 3. OWNER OF RECORD (IF NOT APPLICANT)

Name \_\_\_\_\_ Telephone \_\_\_\_\_  
 Address \_\_\_\_\_

### 2. TYPE OF WORK (CHECK APPROPRIATE)

- |  |   |                                      |   |
|--|---|--------------------------------------|---|
| <input type="checkbox"/> Visible from public way     | <input type="checkbox"/> Windows            | <input type="checkbox"/> Additions   | <input type="checkbox"/> New Construction                 |
| <input type="checkbox"/> Not visible from public way | <input type="checkbox"/> Siding             | <input type="checkbox"/> Relocation  | <input type="checkbox"/> In-kind Replacement              |
| <input checked="" type="checkbox"/> Fence            | <input type="checkbox"/> Roofing            | <input type="checkbox"/> Restoration | <input type="checkbox"/> Utilities (meters, cables, etc.) |
| <input checked="" type="checkbox"/> Signage          | <input type="checkbox"/> Accessory Building | <input type="checkbox"/> Demolition  | <input type="checkbox"/> Miscellaneous                    |
| <input type="checkbox"/> Parking                     |   |                                      |   |
| <input type="checkbox"/> Landscape                   |   |                                      |   |

### 4. DESCRIPTION OF PROPOSED WORK

Use Existing Sign: W.J. Gallery & Co  
Church Goods

### 5. HISTORIC AREA WORK PERMIT PROCESS AND APPLICATION SUBMISSION REQUIREMENTS (SEE PAGE 2)

I have read and understand the attached information regarding process and requirements in obtaining a Historic Area Work Permit.

Signature

Michael J. Gallery

Date

6-19-06

[illegible]

\* HISTORICALLY DESIGNATED  
SITE HD-28, designated  
on 7.16.2001

PERCUTAN - Terjangan, N. J.  
HAPC  
#2  
A7WP-102 7-6-06

5024.00  
• rev. 5/31/06

THE ALLIANCE FOR THE AMERICAN WAY

DATE 8

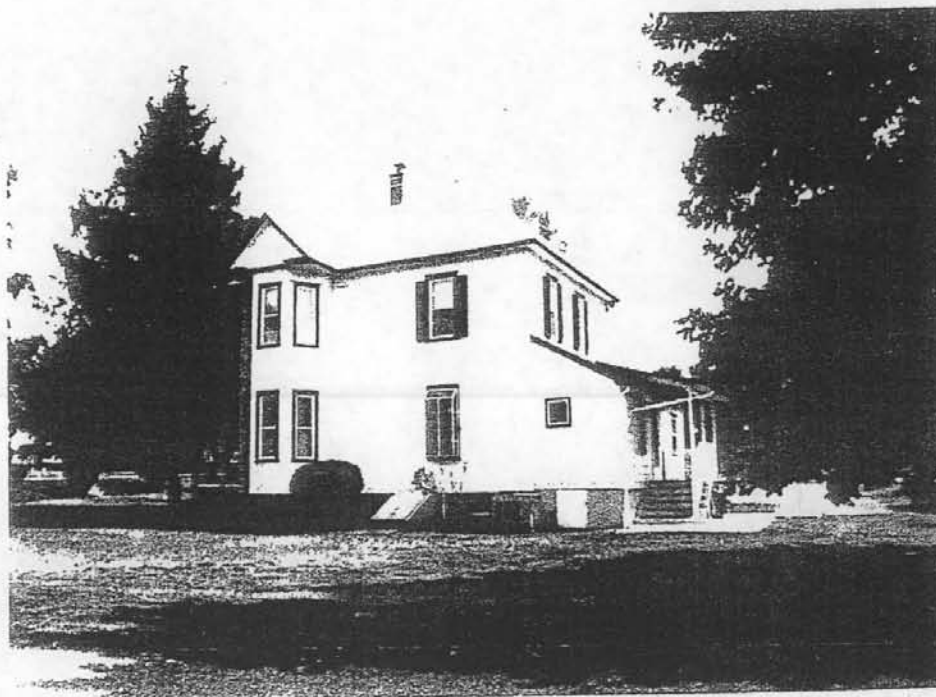
MADE IN SWITZERLAND

**RALPH HURST**  
architect

PO BOX 336

WASHINGTON GROVE, MD  
20980

**(301) 948-4210**



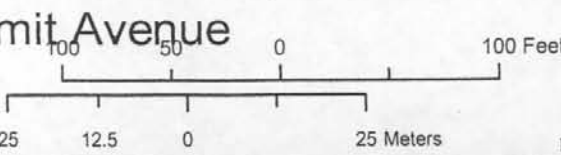
PENGAD-Bayonne, N. J.  
 HPAC  
 #3  
 117WP-102  
 7-6-06



Dr. W. J. KAPLAN  
 OPTOMETRIST



# 20 South Summit Avenue



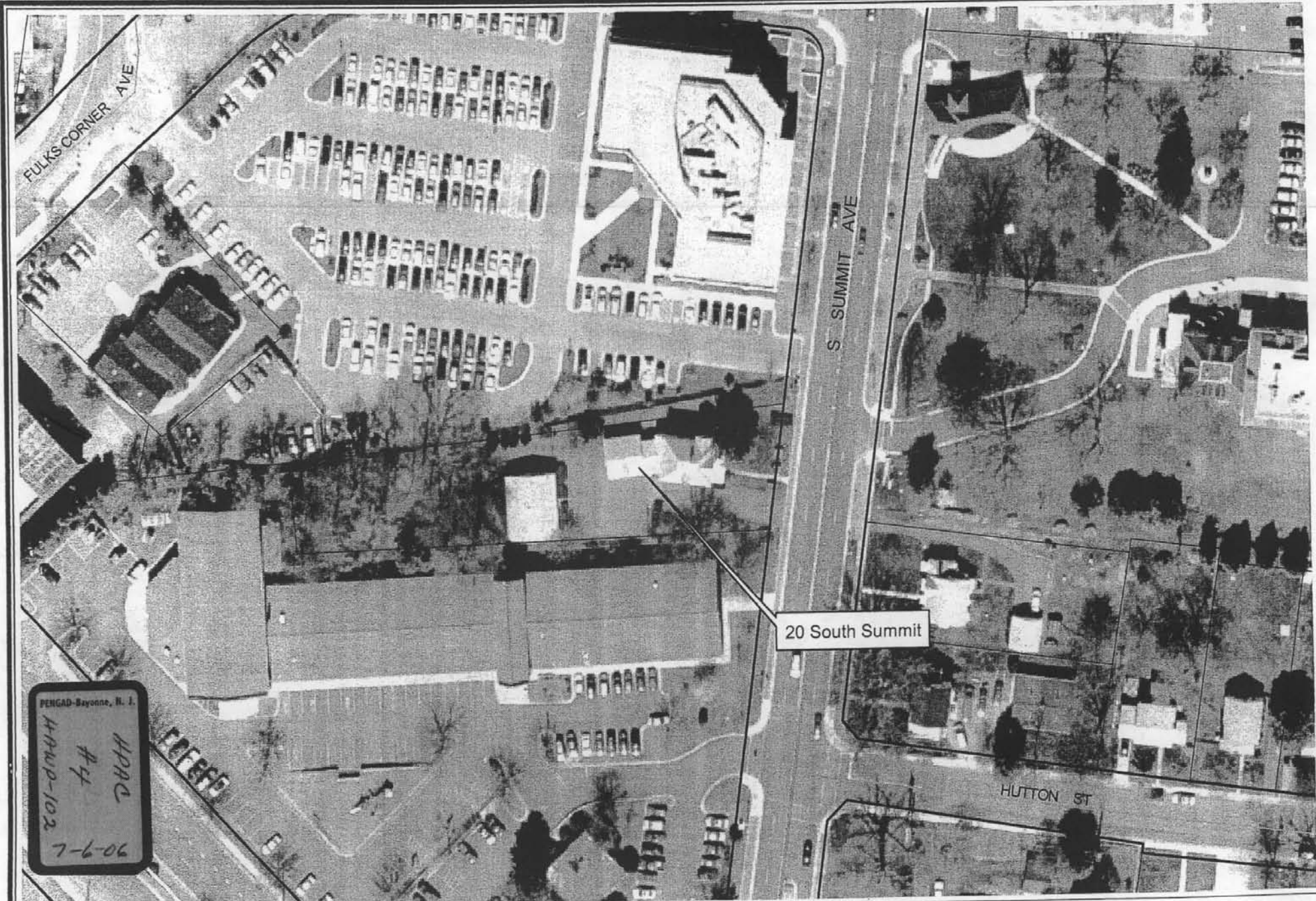
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www.istar.com Property boundaries and planimetric basemap ©2006 M-NCPPC and  
City of Gaithersburg. All rights reserved. Aerial photo acquired March 2004.



City of Gaithersburg  
Planning and Code Admin  
31 S Summit Ave  
Gaithersburg, MD 2087  
(301) 258-6330  
www.gaithersburgmd.go

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accuracy of the information depicted on this map. This map may not be reproduced, in whole or  
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ProjectName.mxd • 11-Jan-2006 • zzz



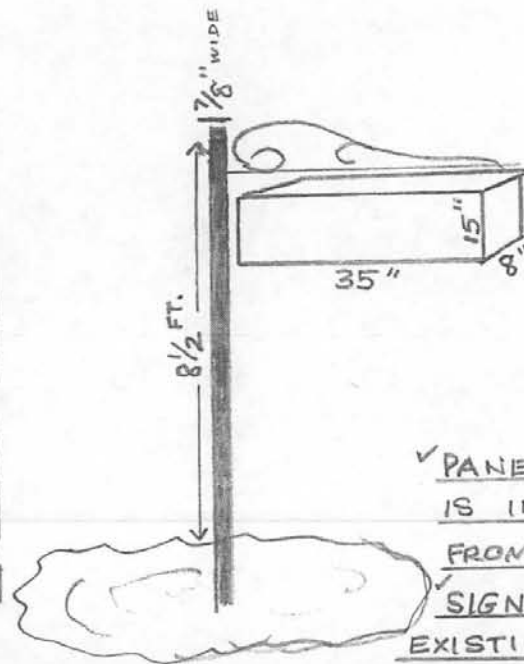
PENGAD-Bayonne, N. J.  
HPAC  
#4  
HWP-102  
7-6-06



THE PANEL BOX OF THE SIGN

IS: 15" X 35" X 8"

1/4" BLACK METAL SURROUNDS  
OR FRAMES PANELS.



✓ PANEL BOX OF SIGN  
IS ILLUMINATED  
FROM WITHIN.

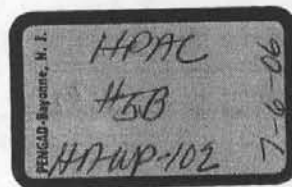
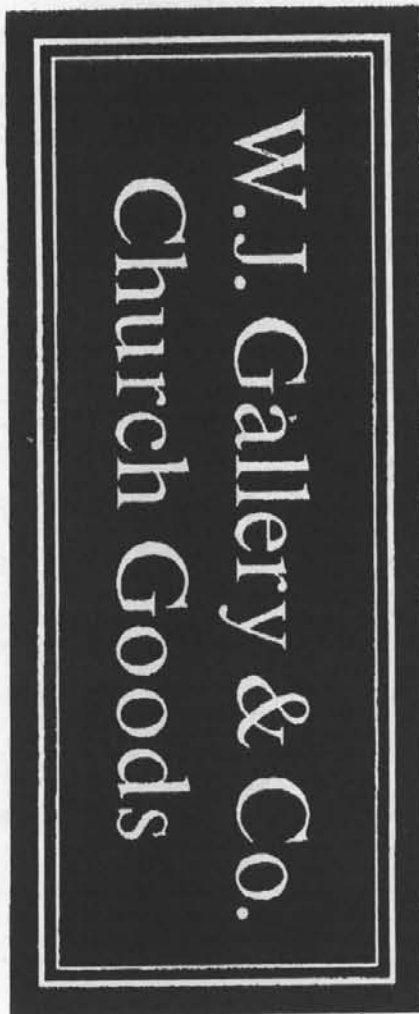
✓ SIGN IS ALREADY  
EXISTING; ONLY PANELS  
ARE BEING REPLACED.



PENGAD-Bayonne, N. J.

HPHC  
#514  
HAWP-102  
7-6-06





**LAYOUT PROOF**

Ref: *wjgal001*  
 Material *plexi*  
 Size *14 3/4" x 35 3/4"*  
 Quantity *Two*

Material Color  
 Graphic Color

Date *6/26/06*

*Black Bgrd.*  
~~*Green*~~  
*White*  
*Letters*

**APPROVAL**

OK as is ☐  
 OK with changes ☐  
 2nd Proof ☐

Initials Date



CITY OF GAITHERSBURG  
C/O DANAC CORP  
7501 WISCONSIN AVE STE 1120  
BETHESDA MD 20814

CITY OF GAITHERSBURG  
31 S SUMMIT AVE  
GAITHERSBURG MD 20877

GAITHERSBURG HISTORICAL ASSOC  
P O BOX 211  
GAITHERSBURG MD 20884

GARY M & M K CHENEVERT  
37 S SUMMIT AVE  
GAITHERSBURG MD 20877

JAMES R REID  
35 S SUMMIT AVE  
GAITHERSBURG MD 20877

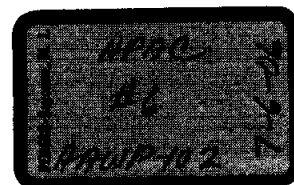
JOHN P & G C RODDY  
105 SOUTH SUMMIT AVE  
GAITHERSBURG MD 20877

MICHAEL GALLERY  
WILLIAM GALLERY & CO  
11272 GEORGIA AVENUE  
WHEATON MD 20902

PATRICK A OBOYLE  
C/O ST MARTINS CHURCH  
201 S FREDERICK AVE  
GAITHERSBURG MD 20877

POTOMAC ELECTRIC POWER CO  
C/O CORP TAX DEPT STE 5617  
701 9TH ST NW  
WASHINGTON DC 20068

WALTER J & B J KAPLAN  
20 S SUMMIT AVE  
GAITHERSBURG MD 20877



Labels HAWP-102 HPAC 7-6-06



PLANNING AND CODE ADMINISTRATION



31 South Summit Avenue - Gaithersburg, Maryland 20877 - Telephone: (301) 258-6330 Fax: (301) 258-6336

## SITE DEVELOPMENT APPROVAL

**Applicant:**

MIKE GALLERY  
7909 ROCKY RD  
GAITHERSBURG MD  
20882 20882

**Project:**

**Site Plan:** AFP-06-016  
**Proj Name:** William J. Gallery & Co.  
**Lot/Block:** 3  
**Address:** 20 S SUMMIT AVE GB  
**Action:** Planning Commission Approval

**Description:**

Reuse from Medical Office to Business Office

Dear Applicant:

The Planning Commission of the City of Gaithersburg, at their meeting held on **June 7, 2006**, has reviewed and approved your application.

**All permits required by the Ordinance of the City of Gaithersburg may now be applied for at the Planning and Code Administration at City Hall, 31 South Summit Avenue. See procedure described on the reverse side of this form.**

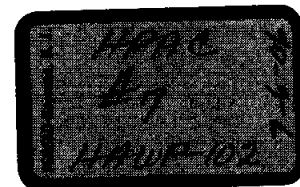
This approval is issued subject to all contingencies enumerated on the reverse side of this form. Additional requirements of this approval are listed below:

- 1: Applicant is to receive approval of the lighting plan by the Department of Public Works, Park Maintenance, and Engineering prior to the issuance of a use and occupancy permit.
- 2: Applicant is to receive approval of a new sign from the Historic District Commission via the historic area work permit process prior to the issuance of a sign permit.

Date: June 08, 2006

Planner:

*Patricia Patula*  
Patricia Patula



June 22, 2006

Ashby Tanner, Law Section  
The Gaithersburg Gazette  
P.O. Caller 6006  
Gaithersburg, Maryland 20884

Dear Ashby:

Please publish the following legal advertisement in the **June 28, 2006**, issue of the *Gaithersburg Gazette*.

Sincerely,

*Patricia Patula*

Patricia PatulaPlanner  
Planning and Code Administration

ASSIGN CODE: HAWP-102

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#### NOTICE OF PUBLIC HEARING

The Historic Preservation Advisory Committee of the City of Gaithersburg will conduct a public hearing on HAWP-102, filed by Michael Gallery, for William Gallery & Company, on

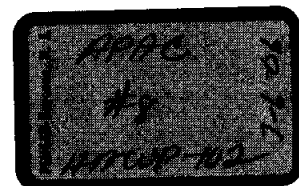
**THURSDAY  
JULY 6, 2006  
AT 7:30 P.M.**

or as soon thereafter as this matter can be heard in the Council Chambers at 31 South Summit Avenue, Gaithersburg, Maryland.

The application requests a certificate of approval from the City's Historic District Commission for new signage at **20 South Summit Avenue**. §24-228 of the City Code (Zoning Ordinance) requires a historic area work permit for altering exterior features of a historic resource. The subject property, located on Lot 3, Parcel N229 in the Maddox Addition to Gaithersburg, is a locally designated historic site.

Further information may be obtained from the Planning and Code Administration Department at City Hall, 31 South Summit Avenue, between the hours of 8 a.m. and 5 p.m., Monday through Friday.

Patricia Patula, Planner  
Planning and Code Administration  
PAP  
Acct# 133649





*Gaithersburg*

A CHARACTER COUNTS! CITY

CITY OF GAITHERSBURG  
31 South Summit Avenue  
Gaithersburg, Maryland 20877  
Telephone: 301-258-6330

### NOTICE OF PUBLIC HEARING

The City of Gaithersburg Historic Preservation Advisory Committee will conduct a public hearing at the time and place noted below.

*Meeting:* **Historic Preservation Advisory Committee**  
*Application Type:* **Historic Area Work Permit Request**  
*File Number:* **HAWP-102**  
*Location:* **20 South Summit Avenue**  
**Lot 3, Parcel N229**  
*Applicant:* **Michael Gallery, for William Gallery & Company**  
*Development:* **Maddox Addition to Gaithersburg**  
*Day/ Date/Time:* **Thursday, July 6, 2006, 7:30 p.m.**  
*Place:* **COUNCIL CHAMBERS, GAITHERSBURG CITY HALL**  
**31 SOUTH SUMMIT AVENUE**

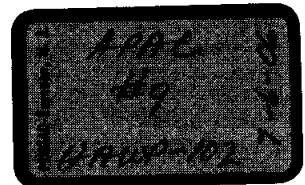
**\*\*\*IMPORTANT \*\*\***

The application requests a certificate of approval from the City's Historic District Commission for new signage at **20 South Summit Avenue**. Section 24-228 of the City Code (Zoning Ordinance) requires a historic area work permit for altering exterior features of a historic resource. The subject property, located on Lot 3, Parcel N229, in Maddox Addition to Gaithersburg, is a locally designated historic site. Contact the Planning and Code Administration City Planner (listed below) at (301) 258-6330 if you should have any questions and/or to learn more about this process and your ability to offer testimony and input.

CITY OF GAITHERSBURG

By: Patricia Patula  
Patricia Patula, Planner  
Planning and Code Administration

**SEE LOCATION MAP ON REVERSE SIDE**



**NOTICES SENT THIS 26th DAY OF JUNE, 2006, TO:**

**APPLICANT AND INTERESTED PARTIES**

(A list of interested parties and agencies is available in the file in the Planning and Code Administration.)

**HISTORIC PRESERVATION ADVISORY COMMITTEE**

**HISTORIC DISTRICT COMMISSION**

**CITY STAFF**

David B. Humpton, City Manager  
Frederick J. Felton, Assistant City Manager  
Tony Tomasello, Assistant City Manager  
Cathy Borten, City Attorney  
Britta Monaco, Public Information Director  
Doris Stokes, Administrative Assistant  
Jeff Baldwin, City Web Administrator (via email)

**LOCATION MAP**

